

Center for Safety and Empowerment

225 SW 12th Street
Topeka, KS 66612

Phone: 785-354-7927

Hours: MWTF 8 a.m. - 5:30 p.m.
Tues. 10:30 a.m. - 5:30 p.m.

24-Hour Hotline: 1-888-822-2983

Web: www.ywcaneks.org

FREE SERVICES WE PROVIDE

- ▶ 24-hour support, info and referrals
- ▶ Emergency confidential shelter for adults and their children
- ▶ Individual counseling
- ▶ Support groups
- ▶ Case management
- ▶ Support and information during court cases
- ▶ Free group trainings
- ▶ Awareness-raising public events



HELPFUL NUMBERS

In an emergency,
call 911

Shawnee County Clerk of the

District Court

785-233-8200

Shawnee County Sheriff's Process Department

785-251-2305

Topeka Police Department Non-Emergency

785-368-9551

TREC | Treatment, Resource and Education, Inc.

785-608-5874

TFI Supervised Visit/Exchange Program

785-749-2664 or

785-271-6657 (Press "4" for Topeka)

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FILING A PROTECTION ORDER

IN SHAWNEE COUNTY

YWCA IS ON A MISSION

eliminating racism
empowering women

WHAT IS A

PROTECTION ORDER?

A protection order is a civil court action intended to stop abuse or stalking against you and/or your children.

GETTING A

PROTECTION ORDER

Step 1: The Paperwork

Protection order paperwork is available at the courthouse or at our YWCA offices where an advocate can assist you in completing it.

Step 2: Filing the Order

The form is submitted at the courthouse, where a judge will review the paperwork and decide whether to dismiss the order, give you a court date, or give you a temporary order and a court date.

Step 3: Confirm Service

The defendant will be served with a copy of the order. You may call the Shawnee County Sheriff's office to confirm that the defendant has been served.

BEFORE THE HEARING

- ▶ If the defendant violates the protection order, call the police.
- ▶ If the defendant violates the order but has not been served yet, ask that a sheriff's officer be called to serve the defendant and that an incident report be taken.
- ▶ Make copies of the order and give them to your employer, children's school, babysitter, etc. Keep a copy of the order with you at all times.
- ▶ You may want to consider talking with an attorney about the hearing process. Ask your CSE advocate about how to access free legal services.

THE HEARING OR DOCKET

An advocate from the YWCA Center for safety and empowerment will attend the hearing and can answer questions or any safety concerns you might have.

TIPS FOR COURT HEARINGS

- ▶ Do not miss your court date. If you do not attend a hearing, the order will be dismissed.
- ▶ Avoid taking your child to court.
- ▶ Listen carefully to the judge's questions and answer briefly and honestly.
- ▶ If you do not know the answer to a question, say "I don't know." Try to remain calm.
- ▶ The defendant will be notified of the hearing and may appear.
- ▶ If you are asking for custody of your children be ready to explain why the children should be placed in your custody.
- ▶ Be prepared to offer a safe plan for exchanging children or transferring property to the defendant.
- ▶ Feel free to call your CSE advocate before the hearing to address any questions about the court process or safety concerns you might have.

Please do not miss your court date.

If you do not attend a hearing, the order will be dismissed.

Remember, a protection order is just a piece of paper. Although it can help, it will not stop someone from hurting you.

SAFETY ALWAYS

Please try to do everything you can to keep yourself safe:

- ▶ Make a plan for you and your children in case of abuse
- ▶ Go to a safe place until the order has been served
- ▶ Avoid being alone with the abuser
- ▶ Keep windows and doors in your home and car locked
- ▶ Change your commute to work/school along with your hours.
- ▶ Let neighbors and co-workers know what is going on.
- ▶ Secure important documents.
- ▶ Document all violations of your order.

THE YWCA IS HERE TO HELP

We're available for advice, support and emergency assistance. Call or click 24 hours a day. You can also stop by the Center for Safety and Empowerment during business hours. See the reverse side for contact information.